

Chapter 30. ETHICS, CODE OF

[HISTORY: Adopted by the Town Board of the Town of Coxsackie 11-10-1970. Amendments noted where applicable.]

GENERAL REFERENCES

Assessor — See Ch. 6.

Defense and indemnification of employees — See Ch. 17.

Deputy Supervisor — See Ch. 21.

Planning and Zoning Board of Appeals — See Ch. 44.

Town Board — See Ch. 58.

§ 30-1. Findings and purpose; construal of provisions.

- A. Pursuant to the provisions of § 806 of the General Municipal Law, the Town Board of the Town of Coxsackie recognizes that there are rules of ethical conduct for public officers and employees which must be observed if a high degree of moral conduct is to be obtained and if public confidence is to be maintained in our unit of local government. It is the purpose of this chapter to promulgate these rules of ethical conduct for the officers and employees of the Town of Coxsackie. These rules shall serve as a guide for official conduct of the officers and employees of the Town of Coxsackie.
- B. The rules of ethical conduct of this chapter, as adopted, shall not conflict with but shall be in addition to any prohibition of Article 18 of the General Municipal Law or any other general or special law relating to ethical conduct and interest in contracts of municipal officers and employees.

§ 30-2. Definitions.

[Amended 5-14-1991 by L.L. No. 4-1991]As used in this chapter, the following words shall have the meanings indicated:

INTEREST

A direct or indirect pecuniary or material benefit accruing to a municipal officer or employee as the result of a contract with the municipality which such officer or employee serves. For the purpose of this chapter, a municipal officer or employee shall be deemed to have an interest in the contract of:

- A. His spouse, minor children and dependents, except a contract of employment with the municipality which such officer or employee serves.
- B. A firm, partnership or association of which such officer or employee is a member or employee.
- C. A corporation of which such officer or employee is an officer, director or employee.
- D. A corporation, any stock of which is owned or controlled directly or indirectly by such officer or employee.

MUNICIPAL OFFICER OR EMPLOYEE

An officer or employee of the Town of Coxsackie, whether paid or unpaid, including members of any administrative board, commission or other agency thereof. No person shall be deemed to be a municipal officer or employee solely by reason of being a volunteer fireman or civil defense volunteer, except a Chief Engineer or Assistant Chief Engineer.

§ 30-3. Standards of conduct.

- A. Every officer or employee of the Town of Coxsackie shall be subject to and abide by the following standards of conduct:

- (1) Gifts. He shall not directly or indirectly solicit any gift or accept or receive any gift having a value of \$25 or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise or any other form under circumstances in which it could reasonably be inferred that the gift

was intended to influence him or could reasonably be expected to influence him in the performance of his official duties or was intended as a reward for any official action on his part.

- (2) Confidential information. He shall not disclose confidential information acquired by him in the course of his official duties or use such information to further his personal interest.
- (3) Representation before one's own agency. He shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any municipal agency of which he is an officer, member or employee or of any municipal agency over which he has jurisdiction or to which he has the power to appoint any member, officer or employee.
- (4) Representation before any agency for a contingent fee. He shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before any agency of his municipality whereby his compensation is to be dependent or contingent upon any action by such agency with respect to such matter, provided that this subsection shall not prohibit the fixing at any time of fees based upon the reasonable value of the services rendered.
- (5) Disclosure of interest in legislation. To the extent that he knows thereof, a member of the Town Board and any officer or employee of the Town of Coxsackie, whether paid or unpaid, who participates in the discussion or gives official opinion to the Town Board on any legislation before the Town Board shall publicly disclose on the official record the nature and extent of any direct or indirect financial or other private interest he has in such legislation.
- (6) Investments in conflict with official duties. He shall not invest or hold any investment directly or indirectly in any financial, business, commercial or other private transaction which creates a conflict with his official duties.
- (7) Private employment. He shall not engage in, solicit, negotiate for or promise to accept private employment or render services for private interests when such employment or service creates a conflict with or impairs the proper discharge of his official duties.
- (8) Future employment. He shall not, after the termination of service or employment with such municipality, appear before any board or agency of the Town of Coxsackie in relation to any case, proceeding or application in which he personally participated during the period of his service or employment or which was under his active consideration.

B. Nothing herein shall be deemed to bar or prevent the timely filing by a present or former municipal officer or employee of any claim, account, demand or suit against the Town of Coxsackie or any agency thereof on behalf of himself or any member of his family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

C. The standards of conduct set forth herein shall also be binding on every officer or employee of the Town of Coxsackie for a period of two years immediately following the termination of the status of such person as an officer or employee.

[Added 5-14-1991 by L.L. No. 4-1991]

§ 30-4. Distribution of copies.

The Supervisor of the Town of Coxsackie shall cause a copy of this Code of Ethics to be distributed to every officer and employee of the Town of Coxsackie within 10 days after the effective date of this chapter. Each officer and employee elected or appointed thereafter shall be furnished a copy before entering upon the duties of his office or employment.

§ 30-5. Penalties for offenses.

In addition to any penalty contained in any other provision of law, any person who shall knowingly and intentionally violate any of the provisions of this code may be fined, suspended or removed from office or employment, as the case may be, in the manner provided by law.



STATE OF NEW YORK
OFFICE OF THE ATTORNEY GENERAL
THE CAPITOL
ALBANY, NY 12224

ERIC T. SCHNEIDERMAN
ATTORNEY GENERAL

(518) 474-7330

November, 2011

Dear Town Supervisor:

New York State law provides for local conflict of interest issues to be resolved by local governments through local ethics boards. Specifically, General Municipal Law § 806(1)(a) requires that the local governing body for each county, city, town and village adopt a code of ethics setting forth a standard of conduct that is expected of its municipal officers and employees. In addition, pursuant to General Municipal Law §§ 808(1) and 808(3), the governing body of any county, city, town and village is authorized to establish Boards of Ethics.

As part of the Attorney General's effort to serve the citizens of the State of New York, we are gathering data from each county, city, town and village regarding its local ethics laws and Boards of Ethics.

In this regard, we would appreciate if you would advise this Office as to whether your town has adopted a Code of Ethics. If so, please provide this Office with a copy of the Code with your response. Please also advise us as to whether your town has an established Ethics Board, or as the law permits, ethics matters are generally referred to your county Ethics Board. If your town does have an established Ethics Board, please provide us with contact information for the Board. If your town has not established a Code of Ethics, we are available to assist you in such an effort.

Please mail your response to Martin J. Mack, Executive Deputy Attorney General, Division of Regional Offices, Office of the Attorney General, The Capitol, Albany, New York 12224-0341.

Thank you for your cooperation.

Sincerely,

A handwritten signature in cursive script that reads "Martin J. Mack".

MARTIN J. MACK
Executive Deputy Attorney General
Division of Regional Affairs